CONDOMINIUM CORPORATION No. 1513108 – Sunvale Place Villas

Board Meeting Minutes

August 21, 2026

Attendees: Barb Warner (Chair)
Paul Blomfield
Wayne Bulloch
Janice Carlson
Jessie Mackenzie (absent)

Meeting was called to order by Chair at 1:30 PM

1. **Approval of Minutes:** Wayne Bulloch moved that the Minutes of the Board Meeting on May 14, 2026 be approved. Paul Blomfield seconded the motion. Motion passed unanimously.

2. Reports:

a) **Financial:** Janice Carlson reported that all accounts are in good standing. The Reserve Fund Savings now has a total of $37,358 at an interest rate of .65%. It was agreed that $25,000 should be withdrawn and invested in a 14-month non-redeemable GIC at 3.30% interest.

A question was raised about the Road/Parking line on the Actual to Budget report**.** Janice explained that this was a carryover from when road repairs were paid for by the Operating Budget. Now that these repairs are part of the Reserve Fund Budget, this budget line is probably not necessary. Janice will see if it can be suppressed in future reports.

Janice also reported a new expense that is required from every Alberta Condo Corporation to fund the new Dispute Resolution Tribunal. We will need to pay $216.00 annually.

b) **Maintenance:** Wayne Bulloch reported that all readings in the Mechanical Room are normal. Two volunteers from the complex, Hamish and Bent, have completed reconfiguring all the downspouts. The downspouts on one unit are in very poor condition and Wayne will purchase replacements. During the spring walkaround, two units were identified as needing replacement extensions on the rear downspouts. Wayne will check if that work was done and will purchase the extensions if needed.

c) **Landscaping:** Barb Warner reported on behalf of Jessie Mackenzie that the spruce trees have had their lower branches pruned. Randle Handles has provided a quote for additional light fall pruning in two locations as well as winter pruning of the ash trees. Wayne Bulloch moved that the quote be accepted. Barb Warner seconded the motion. Motion passed unanimously.

A question was raised about tree fertilization per the Farmboy contract. Jessie is currently following up with Farmboy.

Paul reported that one tenant's front flowerbeds cared for by Jessie Mackenzie has a bush that requires pruning. Barb will let her know.

3. **Upcoming work:**

    a) At the Condo Board meeting on May 14, 2026, it was decided that all volunteers need to sign a waiver before commencing work. However, work is still being performed by volunteers with no waiver in place. Barb and Janice will follow up to obtain an appropriate waiver of liability, and it was agreed that the Board needs to be firm about a waiver being signed by ALL owner volunteers.

    b) Two owners have reported some deterioration on an exterior door. Also, the Town of High River downloaded data from the water meter and there are definite indications of a leak or leaks – especially on the South Side. Therefore, the Board agreed that we must do an inspection of **ALL** units. The water dye test will be redone and the front and rear doors will be inspected. The North side units will be inspected on Friday, August 28, 2026 between 10:00 am and 2:00 pm. The South side units will be inspected on Monday, August 31, 2026 between 10:00 and 2:00 pm. The Bylaws require 24 hour notice be given so all owners and tenants will be informed by August 25th, 2026.

4. Miscellaneous:

    a) **Recycling –** Recycling pickup is coming to High River. It appears that recycling bins will only be issued to residents who already have garbage bins and won't be a service for our condominium. If we learn of any changes that we can take advantage of, we will discuss at that time.

    b) **EHS 911 –** Barb Warner reported that she is close to providing EHS 911 with the names and entry information for those owners/tenants who asked to participate. She requested that one more email be sent out to invite residents to participate and also to reiterate that each owner will be responsible for repair costs if the entry must be breached in an emergency. Janice Carlson will send out the email.

5. **Motion to Adjourn**: Wayne Bulloch moved, Janice Carlson seconded and motion passed unanimously.

Meeting adjourned at 2:59 PM

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